

## THE ASSAM GAZETTE

## অসাধাৰণ EXTRAORDINARY প্ৰাপ্ত কৰ্তৃত্বৰ দ্বাৰা প্ৰকাশিত PUBLISHED BY THE AUTHORITY

নং 300 দিশপুৰ, মঙ্গলবাৰ, 16 জুলাই, 2019, 25 আহাৰ, 1941 (শক) No. 300 Dispur, Tuesday, 16th July, 2019, 25th Ashadha, 1941 (S.E.)

GOVERNMENT OF ASSAM
ORDERS BY THE GOVERNOR
GENERAL ADMINISTRATION DEPARTMENT
DISPUR, GUWAHATI-6

## **NOTIFICATION**

The 1st July, 2019

No.GAG(A).356/2017/285.- In pursuance of the Administrative Reforms and Training Department's Notification No. AR.123/2017/Pt/28 dated 18-06-2019, the Governor of Assam is pleased to notify the Citizen Charter as per Annexure-I for the notified service - "Issuance of Senior Citizen Certificate" under the Assam Right to Public Service Act, 2012.

## M. ANGAMUTHU,

Commissioner and Secretary to the Government of Assam, General Administration Department.

Annexure-I

Citizen Charter for the notified service - "Issuance of Senior Citizen Certificate" under the Assam Right to Public Service (ARTPS) Act, 2012

Remarks	12	
Eligibility Criteria for getting the service, if any	11	Any eligible citizen of the state of Assam who has completed 60 (sixty) years of age.
User Charge, if any (in Rupees)	10	Rs.20/- (Rupees Twenty) only.
Documents needed to be enclosed with the application	6	For Proof of  Age:-  1. Valid Passport. 2. PAN Card. 3. Pension Payment Order from the competent authority. 4. Marriage Certificate in case of change of name of women. 5. In absence of above
Time limit for disposal by AA	8	30 (thirty) days
Designation of Time the Appellate limit for Authority (AA) for disposal each level by AA	7	Deputy Commissioners of the Districts.
Designation of the Designated Public Servant (DPS) for each level	9	As notified by the concerned Deputy Commissioner as per Section- 3(c) of the ARTPS Act, 2012.
Stipulate d time line for delivery of the service (in days)	5	20 (twenty) days
By which level the Stipulate Designation of Service is d time the Designated delivered (viz. line for Department / delivery (DPS) for each Directorate / of the District / Sub-service Division / (in days) circle / Block / Panchayat)	4	Office of the Deputy Commissioner of the concerned District.
Name of the Notified Service Service is delivered Departme District / Division / Circle / B Panchaya	3	Issuance of Senior Citizen Certificate
Name of the Department / District	2	General Administration Department,
SI. No.	1	1

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	documents,		applicant	will submit	a certificate	to be issued	by Gaon	Burha or	-	Mauzadar.	loc	Certificate.	k Pass	Book with	photograph.	 Jo Joc	1			oort.			loo	Certificate.	tity	Card issued	je	Competent	Authoity.	K Pass	Book with	photograph.	iage	Certificate	in case of
	docı	the	appl	will	a ce	to be	by G	Burl	Local	Man	6. School	Cert	7. Bank Pass	Bool	photo	For Proof of	Name :-		1.Valid	Passport.	2. PAN	Card.	3. School	Cert	4. Identity	Card	by the	Com	Auth	5. Bank Pass	Book	photo	6. Marriage	Cert	es u
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change of name of women.	For Proof of Address:	1. Ration Card. 2. Valid Passport. 3. Voter ID Card. 4. Electricity Bill / Telephone Bill.
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